



SMI ADVISORY COMMITTEE

C.J. Standards
September 25, 2014 – 1:00 P.M.

MEETING MINUTES

(Proposals contained in these minutes are subject to approval by the NC Criminal Justice Education and Training Standards Commission)

WELCOME

Dan welcomed the members to the Criminal Justice Standards Division, and thanked Member Tim Pressley for hosting the meeting. Prior to presentation of Committee business, Director Steve Combs of the Criminal Justice Standards Division welcomed the Committee and extended his offer of any assistance the Committee that is needed.

ROLL CALL

Members Present

Tim Pressley	Bob Stevens
Wes Eubank	Dan Worley
Billy Bradshaw	Ryan Weeks
Steve Warren	Fred McQueen
Dub Bridges	Scott Johnson by proxy of Terry Miller
Jeff Worley	Anthony Locklear

Members Absent

Guests Present

APPROVAL OF MINUTES

The Committee issued approval of the **May 29, 2014** meeting minutes without revision. The motion was made by Member Fred McQueen and seconded by Member Ryan Weeks. The motion carried unanimously.

NC JUSTICE ACADEMY ITEMS – CURRICULUM/TRAINING

Evaluation Instrument Distribution

COMMITTEE

Dan noted the large assortment of instruments inside the meeting room, and requested that all Committee members take a couple of instruments with them after the meeting to evaluate in the field. Dan reminded the members to bring the instruments back with them at the December meeting, so we could exchange out.

Applied Concepts Inc. Stalker Dual DSR-E Software Revision (2014)

COMMITTEE

Dan advised the members that Applied Concepts Inc. submitted evaluation instruments, as requested, pertaining to the software revision for the Stalker Dual DSR-E. Dan reminded the Committee that the revision was detailed by the Committee at the June meeting in Morganton, and that Applied Concepts Inc. was only adhering to the request by the SMI Advisory Committee. Dan advised the members he personally field tested the instrument and it meets the expected results for North Carolina. Dan also reminded the Committee that it was voted and approved that if the revision did not affect the operation of the instrument that a voluntary recall would be done by Applied Concepts Inc. at no expense to the agency. Dan asked for a vote to authorize Applied Concepts to proceed with the voluntary recall. Member Dub Bridges made a motion to authorize Applied Concepts Inc. to proceed with the voluntary recall, which was seconded by

Member Wes Eubank. The motion carried unanimously.

C.J. STANDARDS DIVISION ITEMS – STANDARDS

C.J. Standards Update

T. PRESSLEY

Member Tim Pressley updated the Committee on a form issue that C.J. Standards is currently dealing with from motor skills test forms across the state. Member Pressley stated that the vast majority of communication being done through C.J. Standards now is through electronic mail (email). Member Pressley acknowledged that it is quicker for the operator, and it is more cost effective for the state. However, in many cases, the email addresses listed on the forms are not legible, or is old/out of date addresses and therefore the mail never arrives. Member Pressley also updated the Committee on the hiring of Mrs. Merilee Cheek. Mrs. Cheek will assume the position formerly held by now Deputy Director Trevor Allen.

INFORMATIONAL ITEMS

Revision Proposal Reminder

D. WORLEY

Dan reminded the Committee that we are currently in the curriculum review cycle, and for each member to review the existing manuals for any corrections, additions, etc. that need to be made. Dan advised the members that we will begin discussing these changes at the December meeting.

OTHER BUSINESS

Term Renewals: None.

Next Meeting Date: **Tuesday, December 9, 2014 (Date Change)**
Location: **Charlotte Mecklenburg PD – Providence Office**
Host: **Wes Eubank**

D. WORLEY

Other Business to Address?

D. WORLEY

Member Wes Eubank addressed the Committee and requested the members consider making a revision to Instructor recertification training. Member Eubank stated it was concerning to him that Instructors are only tested in their ability to run the motor skills test, or teach, only when they initially come through SMI Instructor training. Member Eubank requested the Committee to consider revising the schedule for Instructor recertification so that Instructors are tested on their ability to run a motor skills test, in addition to the current testing on signing off on the instruments, road test, etc. Member Eubank inquired from Dan if he thought such a venture was plausible. Dan advised Member Eubank that the current recertification schools for SMI Instructors is fairly packed with the current testing that is done. To add another element of testing would further exasperate a schedule already stretched thin. Dan noted this fact would be most apparent in larger recertification classes, where more than 10 instructors are attending the recertification. Under that example, Dan advised the Committee it is difficult enough pushing them through the current motor skills testing that is required. Member Eubank stated he agreed, but that the Committee holds the authority to submit new or revised materials for final decision to the Committee, and he asked the Committee to consider the pros and cons to this and be prepared to discuss at the December meeting. This item is tabled until further discussion.

Member Eubank also stated that he felt a training symposium where instructors could coordinate with one another would be beneficial. Member Eubank stated that currently the only time instructors truly get together is during recertification, and with that stress on them, there is little time to sit and discuss what works well for them and what doesn't. Dan agreed that such an event would be beneficial, and that if the Committee wishes to formally discuss the hosting of the event, he would be more than happy to work on behalf of the Committee to make it happen. This item is tabled until further discussion.

ADJOURNMENT

COMMITTEE

With no further business to be addressed, the meeting was adjourned at 1:45PM.